# Application for the Utah State Office of Education Reading Endorsement Level 1

This endorsement may be attached to an Educator License with an Elementary, Secondary, or Special Education area of concentration. A person with an Educator License who completes the requirements for the Reading Endorsement Level 1 will receive an endorsement indicating specialization in the teaching of reading.

## Applicant Information

Name_____ Date application submitted _____

Cactus ID (preferred) _____ or SSN _____

District_____ School _____

Major _____ Minor _____

Home Address _____

Home Phone _____ Work Phone _____ Email _____

**Check One:** _____**This is an application for a Reading Endorsement Level 1**
_____**This is an application for a State Approved Endorsement Plan (SAEP)**
(This is for secondary teachers teaching a Reading class who are not Highly Qualified—
do not currently have a Reading Endorsement Level 1.  For instructions see Page 3.)

## There are two ways to earn the Reading Endorsement Level 1
1. Successful completion of university or other approved professional development courses matching the seven requirements (see Page 2), or
2. Demonstrated competency (see Page 3).

## University and Professional Development Courses Approved by USOE
1. Courses are to be a minimum of three semester hours.
2. Courses are to be graduate level.
3. Courses are to be taken within five years of the date of this application.
4. Courses taken online will not be accepted.
5. University courses are reviewed and approved by agreement with USOE.
6. Professional Development courses (e.g. those offered by NUCC, CITES, SUTEC, etc.) must be pre-approved by USOE and entered in CACTUS.

## Instructions for Completing the Application
1. For university courses, attach original transcripts (internet transcripts are not acceptable), with the courses highlighted.  In some cases, the university course name on the transcript is non-specific, e.g. "Special Topics in Education," or "Language Arts."  If this is the case, submit either a syllabus from the course or a letter from the instructor or department verifying that the course meets the requirement.
2. For professional development courses, attach a copy of the Cactus report, with the courses highlighted.
3. On the next page, for each of the seven requirements, indicate the courses you have completed that satisfy each of the requirements. If the course name and number are not an exact match to those listed on the left (the pre-approved courses) check "other," and record in the box on the right the course you wish to substitute.  This includes approved courses offered by NUCC, CITES, SUTEC, etc.
4. Please read the Frequently Asked Questions document on the web site for answers to other questions.

**Put a check next to the course that appears on your transcript.**          **Complete the boxes only if *"Other"* is checked.**

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**1. Foundations of Literacy**
\_\_\_\_\_BYU – T.Ed. 620, Foundations of Literacy
\_\_\_\_\_SUU - EDRG 6340, Foundations of Literacy
\_\_\_\_\_UofU - T&L 6711, Foundations of Reading
\_\_\_\_\_USU - ELED/SCED 6320, Literacy & Cognition of Reading
\_\_\_\_\_WSU - MEDUC 6360, Foundations of Literacy
\_\_\_\_\_Westminster - MED 612, Foundations of Literacy
\_\_\_\_\_*Other - Complete box at right*

> Name of course _____
> Date completed_____          #Hours_____
> Sponsoring agency_____
> Documentation attached (e.g. Cactus printout)_____

**2. Content Area Literacy Instruction**
\_\_\_\_\_BYU - T. Ed. 603, Content-Area Literacy
\_\_\_\_\_SUU - EDRG 6320, Advanced Content Area Literacy
\_\_\_\_\_UofU - T&L 6126, Content Area Literacy Instruction
\_\_\_\_\_USU - ELED 6310, Content Area Reading & Writing
\_\_\_\_\_WSU - MEDUC 6320, Content Area Literacy Instruction
\_\_\_\_\_Westminster - MED 658, Reading & Writing in the Content Area
\_\_\_\_\_*Other - Complete box at right*

> Name of course _____
> Date completed_____          #Hours_____
> Sponsoring agency_____
> Documentation attached (e.g. Cactus printout)_____

**3. Reading Assessment & Instructional Interventions**
\_\_\_\_\_BYU - T. Ed. 625, Literacy Assessment & Interventions
\_\_\_\_\_SUU - EDRG 6350, Reading Assessment & Instructional Interventions
\_\_\_\_\_UofU - T&L 6131 or SPED 6631, Assessment & Intervention of Reading Difficulties
\_\_\_\_\_USU - ELED 6350, Reading Assessment & Intervention
\_\_\_\_\_WSU - MEDUC 6340, Reading Assessment & Instructional Interventions
\_\_\_\_\_Westminster - MED 632, Assessment of Reading Processes
\_\_\_\_\_*Other - Complete box at right*

> Name of course _____
> Date completed_____          #Hours_____
> Sponsoring agency_____
> Documentation attached (e.g. Cactus printout)_____

**4. Understanding and Supporting Early Literacy Instruction (K-6)**
\_\_\_\_\_BYU - T. Ed. 622, Literacy Development & Instruction
\_\_\_\_\_SUU - EDRG 6345, Advanced Early Literacy & Language Development
\_\_\_\_\_UofU - T&L 6713, Early Literacy Theory & Instruction; 6717 Adolescent Literacy
\_\_\_\_\_USU - ELED/SCED 6230, Literacy Learning in Early Childhood
\_\_\_\_\_WSU - MEDUC 6352, Early Literacy Instruction
\_\_\_\_\_Westminster - MED 6367, Early Literacy Instruction
\_\_\_\_\_*Other - Complete box at right*

> Name of course _____
> Date completed_____          #Hours_____
> Sponsoring agency_____
> Documentation attached (e.g. Cactus printout)_____

**5. Reading Comprehension Instruction**
\_\_\_\_\_BYU - T. Ed. 623, Reading Comprehension Instruction
\_\_\_\_\_SUU - EDRG 6380, Advanced Reading Comprehension
\_\_\_\_\_UofU - T&L 6714, Comprehension Theory & Instruction
\_\_\_\_\_USU - ELED 6570, Advanced Comprehension
\_\_\_\_\_WSU - MEDUC 6350, Reading Comprehension Instruction
\_\_\_\_\_Westminster - MED 633, Diagnostic Teaching of Reading Comprehension
\_\_\_\_\_*Other - Complete box at right*

> Name of course _____
> Date completed_____          #Hours_____
> Sponsoring agency_____
> Documentation attached (e.g. Cactus printout)_____

**6. Teaching Process Writing or Utah Writing Project (USU week long summer course)**
\_\_\_\_\_BYU - T. Ed. 624, Writing Instruction
\_\_\_\_\_SUU - EDRG 6370, Teaching Process Writing
\_\_\_\_\_UofU - T&L 6130, or EdPS 6130, Writing Theory & Instruction
\_\_\_\_\_USU - ELED 6380, Improvement of Language Arts Instruction
\_\_\_\_\_USU - ELED 6330, Utah Writing Project Basic Institute
\_\_\_\_\_WSU – Engl. 6110, Writing for Teachers
\_\_\_\_\_Westminster - MED 631, Writing in the Classroom
\_\_\_\_\_*Other - Complete box at right*

> Name of course _____
> Date completed_____          #Hours_____
> Sponsoring agency_____
> Documentation attached (e.g. Cactus printout)_____

**7. Instruction with Children's Literature & Informational Text (K-6)**
\_\_\_\_\_BYU - T. Ed. 621, Literature for Young People
\_\_\_\_\_SUU - EDRG 6330, Teaching with Children's & Adolescent Literature
\_\_\_\_\_UofU - T&L 6120, Children's Literature
\_\_\_\_\_USU - Engl. 6390, Teaching with Trade Books in Elem & Middle Level Classroom
\_\_\_\_\_WSU - MEDUC 6330, Using Children's Lit. & Informational Text in the Classroom
\_\_\_\_\_Westminster - MED 621, Children's/Adolescent Literature
\_\_\_\_\_*Other - Complete box at right*

> Name of course _____
> Date completed_____          #Hours_____
> Sponsoring agency_____
> Documentation attached (e.g. Cactus printout)_____

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## Demonstrated Competency for One or More Requirements

In lieu of university and/or approved professional development courses, the applicant may apply for an endorsement through demonstrated competency. Demonstrated competency will be approved under the direction of the USOE Language Arts/Reading Specialist. **The applicant must schedule, document, and submit the following:**

**Participate in an oral interview** under the direction of the USOE Elementary Language Arts/Reading Specialist or designee/s to determine applicant's declarative, procedural, and conditional research-based knowledge of each individual course.  This is usually done by a committee of specialists.

**AND**

**Participate in a formal observation** conducted by USOE Elementary Language Arts/Reading Specialist or designee/s to demonstrate classroom instructional application of the Reading Endorsement course content.

## State Approved Endorsement Program (SAEP)

1. You may not apply for SAEP status until you have a minimum of nine semester hours toward the endorsement.
2. When you apply, indicate on this application which courses you have already taken, and attach transcript evidence.

## Submitting the Application

1. Print and complete this Endorsement Application.
2. The processing fee for each application is **$40.00.**
3. Attach original transcript(s) and/or CACTUS printouts with the relevant courses highlighted. Internet transcripts are **not** acceptable.
4. Send
   - completed application,
   - highlighted transcripts, and
   - processing fee, to:

**For the Reading Endorsement Level 1**
Utah State Office of Education
   Attn: Janet Strong, Educator Licensing
250 East 500 South
P.O. Box 144200
Salt Lake City, UT  84114-4200

**For the State Approved Endorsement Program (SAEP)**
Utah State Office of Education
   Attn: Stephanie Ferris, Educator Licensing
250 East 500 South
P.O. Box 144200
Salt Lake City, UT  84114-4200

**For more Information contact:**
Dr. Reed Spencer
K-12 Literacy Coordinator
(801) 538-7785 reed.spencer@schools.utah.gov
250 East 500 South

P.O. Box 144200
Salt Lake City, UT  84114-4200